

**ACCESS FCCLA CONFERENCES  
HOUSING FORM  
TAN-TAR-A RESORT- OSAGE BEACH, MISSOURI**

*Type or print clearly. Duplicate form if additional room reservations are needed. **Please provide one adult chaperone for every four students.** Payment to the Tan-Tar-A Resort is due upon arrival, unless other arrangements have been made. Purchase orders will be accepted to direct bill lodging costs back to the school district. Please submit the purchase order form with this housing form – **purchase orders must be received four weeks prior to your arrival date.** Don't forget to include the sales tax exemption form.*

**GROUP BLOCK: MISSOURI ASSOCIATION FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA**

**PERSON RESPONSIBLE FOR REGISTERING CONFERENCE PARTICIPANTS:**

Name \_\_\_\_\_

Name of school \_\_\_\_\_

School Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Room cost:** \$75.00 per room (S,D,T,Q) plus 8.475% tax. Provided the hotel receives a copy of your Missouri tax exemption certificate, your group will be subject only to the 3% county lodging tax on room accommodations, provided your bill is paid with a check or credit card in the tax exempt organization name.

**Are you sharing housing with another school?**

Name of School \_\_\_\_\_

Advisor \_\_\_\_\_

**Bus Information**

Are you arriving by bus? Yes \_\_\_\_\_ No \_\_\_\_\_

Projected Arrival Time: \_\_\_\_\_ a.m./p.m.

Number of buses: \_\_\_\_\_

**METHOD OF HOUSING PAYMENT: (credit cards are not charged at the time of booking)**

☐ Check (enclosed)    ☐ Mastercard    ☐ VISA    ☐ American Express  
☐ Purchase Order (enclosed)

Card number \_\_\_\_\_

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

☐ Check if you will need special services for a delegate due to a disability. Description of services required:

\_\_\_\_\_  
\_\_\_\_\_

(over)

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Room Number (Hotel Use)	# of rooms	Room Occupants' Names	Arrival Date	Departure Date	Female Student	Male Student	Adult
	1						
	2						
	3						
	4						
	5						
	6						

**RETURN THIS FORM POSTMARKED BY Friday, September 26, 2008 TO:**

**Tan-Tar-A Resort**  
 Attention Reservations  
 PO Box 188 TT  
 Osage Beach, MO 65065  
 573/348-3131  
 FAX: 573/348-8629

**CANCELLATION POLICY:**

Individual room cancellations must be received no later than 72 hours prior to the arrival date, or be subject to penalty of one night's room and tax.

Make your reservations online at [www.tan-tar-a.com](http://www.tan-tar-a.com) - enter the group code "MFCC" to qualify for the group rate.